



SCM Division
Radio Park, Henley Road
Auckland Park 2092
Johannesburg
Private Bag X1
Auckland Park 2006
Tel. +27 11 714-2148
Fax + 11 714-4000
URL www.sabc.co.za

15 DECEMBER 2021

REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ / 2021 / L & D / BROADCASTING RELATED TRAINING
RFQ ISSUE `DATE	15 DECEMBER 2021
NON-COMPULSORY BRIEFING SESSION	N/A
RFQ DESCRIPTION	PROVISION OF VARIOUS BROADCASTING TRAINING INTERVENTIONS FOR SABC AS A ONE-TIME PROJECT
CLOSING DATE & TIME	03 FEBRUARY 2022 AT 12HOOPM

Submissions must be emailed to: SABC RFQSubmissions@sabc.co.za on or before the closing date of this RFQ.

For queries, please contact **Blonde Ngoepe** on email Tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FAX NO.: _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. **All electronic submissions should be prominently marked with the full details of the tender in the email subject line.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email.
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid.
 - illegibility of the bid; or
 - Security of the bid data.

REQUIRED DOCUMENTS

- 1.1 Submit proof of CSD Registration.
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 1.3 Valid SARS Tax Compliance Status Pin Issued to validate supplier's tax matters.
- 1.4 Original or Certified copy of Valid BBEE Certificate (from SANAS accredited Verification Agency)
- 1.5 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following;
 - 1.4.1 Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 1.4.2 Level of Black Ownership

Note 1:

Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the 'approved regulatory bodies' for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.

Note 2:

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.

- 1.6 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.7 Certified copy of Shareholders' certificates.
- 1.8 Submit Proof of Public Indemnity Cover for a minimum of R10 000 000
- 1.9 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

TECHNICAL REQUIREMENTS**1. Purpose / Executive summary**

To seek an appointment of a service provider / s to provide training needs mentioned below as per the Workplace Skills Plan 2021/22.

2. The training interventions to be procured

Name of the course	Number of People
Camera Training	25
Avid 101/201 / Avid 205	6
TV Directing and Producing	8
Nimbra,	3
Lighting Console	3
Compositing Software	2
Linux Plus	2
Advance Satellite Course	4
TOTAL	53

3. Estimated Financial Summary

Cost Item	Estimated Cost per Unit	Number of Units	Total Cost
Camera Training		25	
Avid 101/201 / Avid 205		6	
TV Directing and Producing		8	
Nimbra,		3	
Lighting Console		3	
Compositing Software		2	
Linux Plus		2	
Advance Satellite Course		4	
Sub-Total			
VAT			
Total inclusive of VAT			

Note:

1. Please provide costing for two options
 - a. Virtually,
 - b. Face to face,
2. Please also provide comprehensive course content.
3. ***Failure to provide above information will result in automatic disqualification.***

Annexed to this document for completion and return with the document:

Annexure A - Previous completed projects/Current Projects

ANNEXURE “A”

Previous completed projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date